



United States Environmental Protection Agency
Washington, DC 20460

**Office of
Administration
And Resources
Management**

Re: Notification of Consultation and Coordination on the Electronic Submission of Grant Applications Requirement.

Dear Honorable Leader,

The U.S. Environmental Protection Agency (EPA) is initiating consultation and coordination with federally-recognized Indian Tribes on the upcoming requirement that all initial submissions of grant applications be submitted electronically through Grants.gov. This requirement will be effective starting October 1, 2014.

This consultation and coordination process will be conducted in accordance with the *EPA Policy on Consultation and Coordination with Indian Tribes* (www.epa.gov/tribal/consultation/consult-policy.htm). EPA invites you and your designated consultation representative(s) to participate in this process. EPA's anticipated timeline for the consultation and coordination period is expected to extend from February 17, 2014 to March 31, 2014.

Enclosed is a consultation and coordination plan for this action that includes a description of the action under consultation and the process EPA intends to follow, including a timeline for the consultation and coordination period and information on how you can provide input on this action. This information is also available on EPA's Tribal Portal <http://www.epa.gov/tribal/consultation>

The official EPA contact person for this consultation and coordination process is Elizabeth January, Policy Analyst. Please do not hesitate to contact Elizabeth January at 617-918-8655 or January.elizabeth@epa.gov should you have any questions this action

I look forward to hearing from you on this important matter.

Sincerely,

Howard F. Corcoran

Howard F. Corcoran
Director, Office of Grants and Debarment

Enclosure

Background information

To streamline the grants application process, EPA will be requiring that all initial applications be submitted through Grants.gov beginning October 1, 2014.

- All initial applications for non-competitive awards submitted on or after October 1, 2014 must be submitted to EPA electronically through Grants.gov.
- All initial applications submitted for competitive awards based on solicitations issued on or after October 1, 2014 must be submitted to EPA electronically through grants.gov.

EPA is interested in how it can ensure that this transition is as smooth as possible for tribes. Please provide us feedback on what kind of information and assistance you may require.

Information on Grants.gov:

Applicant Resources: <http://www.grants.gov/web/grants/applicants/applicant-resources.html>

Organization Registration Checklist:

<http://www.grants.gov/documents/19/18243/OrganizationRegChecklist.pdf/fc7e7c18-2497-4b08-8d9b-bfac399947a3>

- Please note that Grants.gov Registration requires a DUNS number and System Award Management (SAM) registration

Tribal Consultation and Coordination Process and Timeline

Date	Event	Contact Information
February 26, 2014 2:00 – 3:00 pm ET	Webinar/Teleconference open to tribal leaders only	<div>Nonresponsive Conference Code</div> https://epa.connectsolutions.com/electronicapp/
March 20, 2014 2:00 – 3:00 pm ET	Webinar/Teleconference open to all tribal members	<div>Nonresponsive Conference Code</div> https://epa.connectsolutions.com/electronicapp/